

**Call to Order**

The meeting was called to order at 7:07 p.m. in the 3<sup>rd</sup> floor Conference Room at the Town Offices. Present were: Chairman S. Jon Stumpf, Vice Chair Mary O'Donoghue, Linn Anderson, Paul Fortier, Margaret (Peggy) Kruse, Joanne Marden, and Eugenie (Janie) Moffitt; also present: Finance Director Donna Walsh, Town Manager Buzz Stapczynski, Selectman Alex Vispoli, Acting Director Plants and Facilities Maria Maggio, School Building Committee Chairman Tom Deso, School Committee Member Annie Gilbert, Andover Youth Center Building Committee Chair Nancy Jeton, and Town Counsel Thomas Urbelis. The meeting was cablecast live.

**Special Town Meeting**

a) *Bancroft*: Mr. Deso reviewed all financial information listed on the 1/9/13 – TM Warrant Articles – Bancroft handout and on the 1/9/13 Bancroft Contingencies handout. Each line item was explained in detail. Changes from original estimates are due to the litigation delay in the construction, updated construction bids, and restoration of the playground as some examples. Contingencies have been built in which present the maximum potential amount needed; however it is unlikely that all contingency amounts would be spent. Mr. Deso will submit a letter to the Finance Committee outlining the rationale for the Article, and is looking for FinCom support on this Warrant.

Mr. Stapczynski explained how the Dept. of Revenue would define excluded debt on this project. Construction cost indicators from Dec. 2010-Jan. 2013 (24 months) would be used, based on inflation and delay of the project. An 8% inflation increase would be allowed on the cost of the project based on indicators that they use. If needed, other exemptions could be requested for either an unforeseen condition or for regulatory issues. The Conservation Commission Appeal that delayed this project would be considered a regulatory issue whose costs would be allowed. Therefore, the allowed debt exclusion would be \$4,275,337 (8% plus the regulatory costs). Paperwork will be submitted as a formal request for this money.

Total amount of project will still be requested at Town Meeting. The Article for Bancroft School – Amendment Without Contingent Debt Exemption, (on last page of Special Town Meeting – Feb. 11, 2013 Proposed Warrant Articles handout), will be presented to the Selectmen as the recommendation to be used at the Special Town Meeting.

b) *Youth Center*: Ms. Jeton along with other Youth Center representatives provided an update. The goal is to build a Youth Center in response to the Town Meeting vote from Dec. 2011 which meets the programmatic needs of Youth Services as well as other municipal uses which could share the building. In working with a chosen design firm, the Committee completed a preliminary cost and design estimate where costs have come in higher than originally anticipated. The nature of the project remains the same as well as the Town's commitment of \$2M after the Youth Foundation's \$2.2M is spent. However, the design plans have changed and costs have changed. The Committee is suggesting breaking the project into 2 phases.

Originally, the building would be a 20,000 square foot space, including a gymnasium, with a 5,000 square foot unfinished 2<sup>nd</sup> floor. Now, instead of an unfinished 2<sup>nd</sup> floor with an unfinished elevator shaft, the Committee is proposing to build a 24,000 square foot building, all on one floor, but with a 4,000 square foot portion to be completed at a later date. Phase 1 would complete 20,000 square feet of the building including a multipurpose room, technology lab, kitchen, etc. A 4000 square foot foundation would be built and targeted for a phase 2 completion

**Special Town Meeting (cont'd)**

of a gymnasium where the structure would be finished at a future time when additional funds are raised by the Youth Foundation. Also, the building would be shifted 35 feet on the land parcel which was indicated on a layout plan handout.

Ms. Maggio provided a Doherty Middle School poster and Power Point handout explaining that since Doherty improvements are slated to be done anyway, then perhaps the timing should be accelerated to be coordinated with the Youth Center project. Much discussion continued and more issues need to be explored.

Andover resident, Mike Foley, 2 College Circle, expressed his concern with parking issues for the senior center and possibly losing spaces if the Youth Center is shifted 35 feet. In addition, he is concerned about an unfinished foundation being an eyesore and how long it would take for the Foundation to raise the money to finish the gymnasium.

There was much discussion about the design change, parking issues, and costs. The Youth Center Building Committee is looking for support in order to get started.

*c) Finance Committee Report:* Due on January 23<sup>rd</sup> and will be discussed at next week's meeting.

**Debt Service**

Ms. Walsh is updating the Debt Service Model as was discussed at the Tri-Board meeting and will email the Committee. She discussed the parameters about the bond premium with respect to exempt debt which will be explained in the report. More discussion will follow at next week's meeting.

**Health Insurance**

December 2012 handout was provided at the last FinCom meeting. There may be a small deficit in 2013. Ms. Walsh will get a breakdown from Human Resources on part-time vs. full-time employee benefits.

**OPEB**

The Massachusetts Municipal Association (MMA) issued their report with recommended reforms but the final report is not available yet. Long-term structural changes may need to be lobbied for.

**Liaison Updates**

*Risk Assessment Report:* Procedural and structural recommendations will be implemented with follow-up to ensure all is working as it should. All department heads have been informed. A presentation by the CPA firm consultants may be given to the Tri-Board in February or March to get started.

Ms. Kruse explained that the BOS have been working with the Planning Board to discuss putting in a Downtown rezoning Article for the April Town Meeting in support of moving the Town Yard. A consulting firm provided options for what the site could look like if rezoned. Parking issues, residential area, and density were discussed. It would be considered a Transit Oriented

**Liaison Updates (cont'd)**

Development which would require a study determining types of units and then understanding the implications for the estimated number of school children.

Ms. Marden provided information on the MMA Annual Meeting to be held on January 25<sup>th</sup>-26<sup>th</sup>.

Ms. Moffitt met with Town Representatives regarding the Governor's intent to possibly cut local aid. Town Boards are being asked to consider resetting priorities, then to write a letter to the Governor to try to get local aid back. Mr. Stumpf will follow up on this.

Mr. Fortier reported that the Ballardvale Fire Station Request for Proposal (RFP) went out in December, but no bids came in for the South Main Street area.

Mr. Stumpf mentioned that a quarterly report has been requested by the BOS regarding Information Technology.

A meeting with the school Sub-Committee and Superintendent is being scheduled to discuss the budget preparation process in order to provide information for the FinCom to make recommendations at Town Meeting.

**Future Meeting Dates**

A handout was reviewed with FinCom and joint Board meeting dates from now through April. Next FinCom meeting is January 16<sup>th</sup>.

**Adjournment**

The meeting was adjourned at 9:50 p.m.

Documents: 1/9/13 - TM Warrant Articles – Bancroft  
1/9/13 - Bancroft contingencies  
Special Town Meeting – Feb. 11, 2013, Proposed Warrant Articles  
Andover Youth Center Parcel Area Layout Plan  
Doherty Middle School Site Plan and Power Point handout  
Finance Committee Meetings January 2013 thru April 2013, Draft

Respectfully Submitted,  
*Trudy Zakin*  
Recording Secretary